

**SECRET**

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100110125-7

<b>REPORTS INVENTORY</b>						CONTROL NO. <b>DDS/OF-190</b>	
PREPARE IN DUPLICATE							
1. TITLE OF REPORT (If a fill-in report include Form No.) <b>Account No. 1751, Nonexpendable Property Purchase -- Type III Installations</b>						2. TYPE OF REPORT <input checked="" type="checkbox"/> STATISTICAL <input type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL LOGISTICS MEDICAL		TRAINING SECURITY <input checked="" type="checkbox"/> FINANCE		ADMIN. GENERAL OTHER (specify)	
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.) <b>Monthly</b>				6. DISTRIBUTION (No. of components not number of copies) <b>1</b>	
7. FORMAT (memorandum, form computer print-out, etc) <b>Machine Listing</b>		8. ADP PROCESSING <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <b>IF YES GIVE ADP PROCESSING NO. Job: 212, Prog: A-5-N</b>		9. DIRECTIVE AUTHORITY REQUIRING REPORT			
10. PREPARING COMPONENT (include lowest level contributing information to report) <b>Accounts</b>				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
<b>12. COST FACTORS</b>							
<b>A. MANUAL PREPARATION AND REVIEW COSTS</b>							
GRADE	HOURLY RATE	<input checked="" type="checkbox"/> HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/> TIMES PREPARED	=	COST PER YEAR
Pro rata share of review, analysis and distribution time.							\$ 104.84
<b>B. COSTS OF COMPUTER PRODUCED REPORTS</b>							
10 pgs x 4 cys = 40 pgs x 3¢ = \$1.20 x 12 times =							\$14.40
<b>TOTAL COSTS PER YEAR</b>							<del>XXXXX</del> \$ 119.24
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.							
<b>14. FUTURE GOALS</b>							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain) <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE						ESTIMATED SAVINGS MAN-HOURS      DOLLARS	
16. DATE OF INVENTORY		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION <b>Approved For Release 2006/11/13 : CIA-RDP75-00399R000100110125-7</b>					18. EXTENSION